



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
OFFICE OF ACQUISITION AND GRANTS

September 23, 2005

Dear NOAA Grantee Community,

All of us at the National Oceanic and Atmospheric Administration (NOAA) are deeply saddened by the devastation and suffering of the people in the areas affected by hurricanes Katrina and Rita. NOAA's grantee community has our sincerest sympathies as they work to restore their organizations' capabilities.

Perhaps more importantly, the affected people of our grantee community can be assured that they have our support. NOAA pledges strong and continuing sponsorship of research, education, and management projects in the areas affected by the storm and its aftermath. We are committed to minimize disruption to our grantees in the affected region. To that end, we are prepared to be as flexible, accommodating, and creative as possible.

NOAA will do the following for affected organization's grants:

- Provide expedited processing of no-cost extension requests;

- Automatically extend access to the Automated System Application for Payment (ASAP) for one year;

- Increase pre-approval requirement for reprogramming funds from 10% to 25%;

- Provide flexibility in project reporting requirements such as submission of progress reports, financial reports, and award closeout documents;

- Provide expedited processing for Principal Investigator transfers to new institutions;

- Subject to the availability of funds, consider requests for supplemental funding for equipment replacement costs (with certification that equipment was not insured), replicating lost research data, ship time scheduling, and higher fuel costs;

- Consider waiving administrative cost share amounts for affected organizations and for organizations that are assisting the affected organizations (unless precluded by law); and,

- Make every effort to assist in the transfer of awards for faculty and students who temporarily change educational institutions, including movement of fellowship stipends, as appropriate, to new awardees.

It is of vital importance that each organization's administrative or research personnel contact their NOAA program officer or grants management specialist as soon as feasible to communicate how each NOAA-supported project has been impacted and to discuss an appropriate course of action.

If your grant records are missing or destroyed, NOAA's Grants Online system does have the actual grant applications (for FY 05) and all existing award documents and may have copies of prior award documentation;

NOAA will do everything possible to ensure continuity of the research, education, and management projects that we support, and we also will provide frequent updates - on our web site, and by e-mail - concerning procedures to achieve that goal. You can access this letter and other information through the Grants Management Division's website at: <http://www.ago.noaa.gov/grants/>

For Grants Management questions or issues, please contact the NOAA Grants Management Division at (301) 713-0922, -0924, or -0926, state that the call is related to either Hurricane Katrina or Rita and you will receive immediate assistance.

Sincerely,

A handwritten signature in cursive script, appearing to read "Helen Hurcombe".

Helen Hurcombe, Director
NOAA Acquisition and Grants Office